



# Accountable Reimbursements

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“When it comes to privacy and accountability, people always demand the former for themselves and the latter for everyone else.” – David Brin



# Goals for this session

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1. Gain understanding of what the rules are around accountable reimbursements
2. Learn of practical tips/strategies

## SO THAT YOU


1. Avoid being secretly hated by your treasurer
2. Avoid eroding trust in your leadership



# The Legal Stuff

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“Intentions do not insulate us from the consequences of our actions.” — Jon D Harrison



Does the Accountable Reimbursement Policy need to be in writing?

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No...but it should be

Written policy:

- Provides protection in the event of IRS audit
- Reminds everyone what the rules are
- Unreimbursed Employee Expenses



Can the church refuse to reimburse expenses or limit the amount?

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Yes

Only needs to reimburse business expenses.

Budget is the common way to limit.





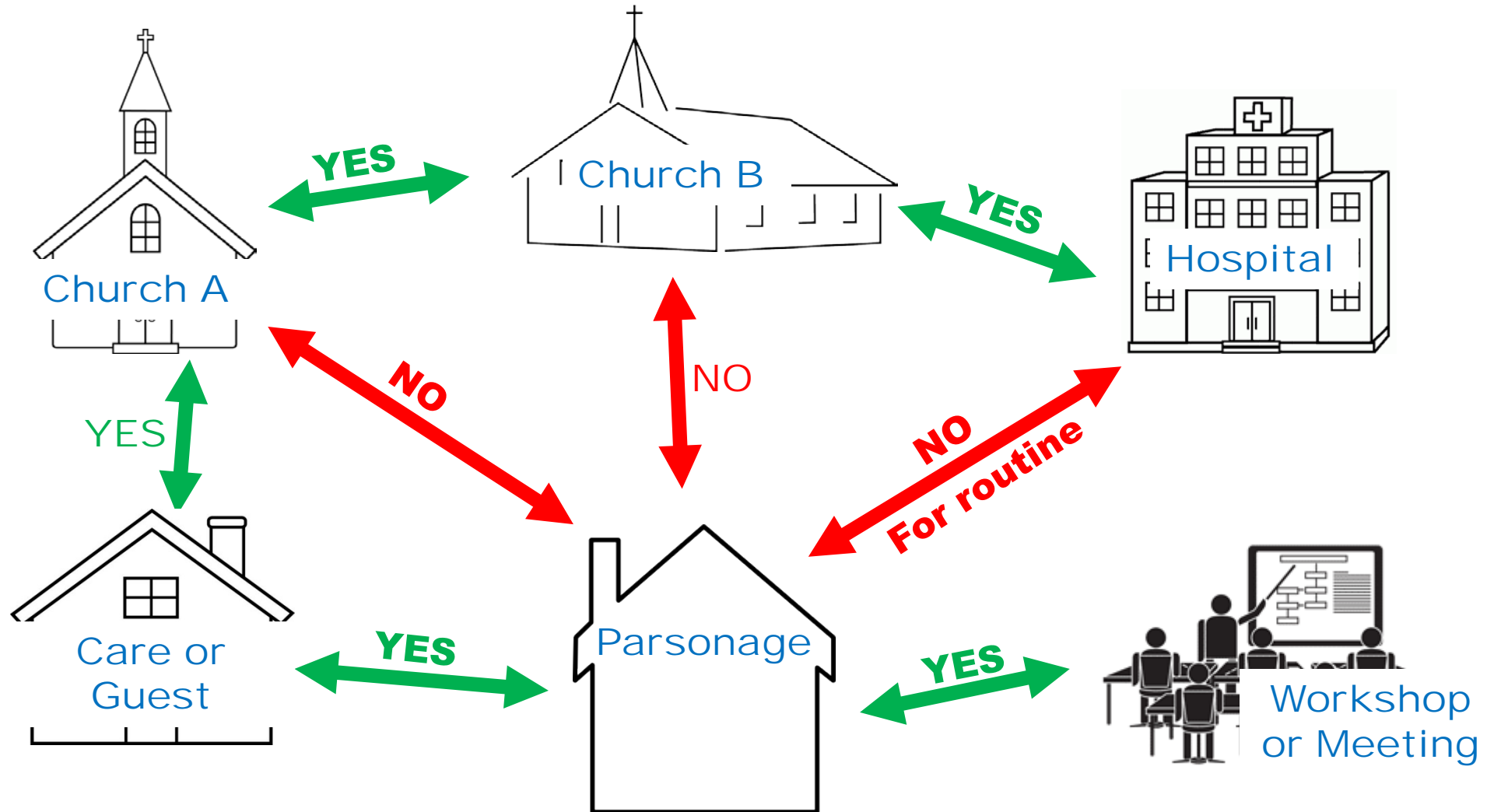
Can the church reimburse mileage at a lower rate than the IRS rate?

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No

This is a Conference policy. The IRS rate is higher than the cost of fuel so that it covers maintenance and eventually replacement.

# What mileage is reimbursable?





Who owns the stuff purchased?

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# The Church

Church usually won't care if pastor keeps books, robes, etc, as these have minimal value.

Church usually will care about computer or tech.

Verify assumptions on ownership with  
SPRC/PPRC.



# What documentation needs to show?

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<b>Mileage</b>	<b>Purchases</b>
Date	Date
Business Purpose	Business Purpose
Mileage	Amount
Place	What



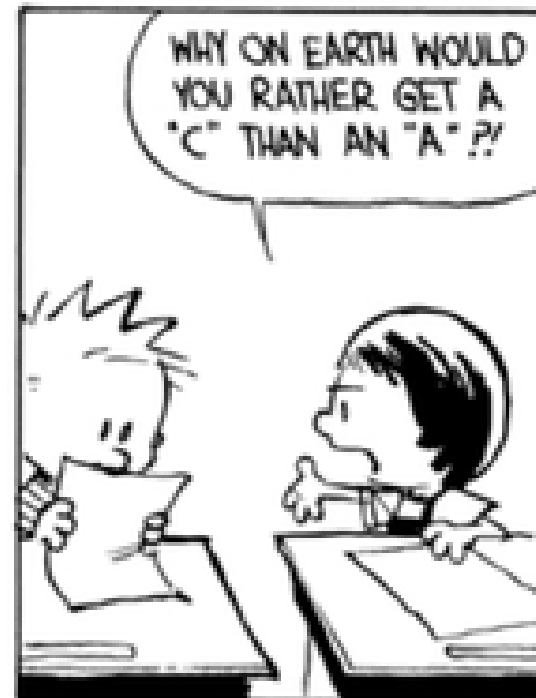
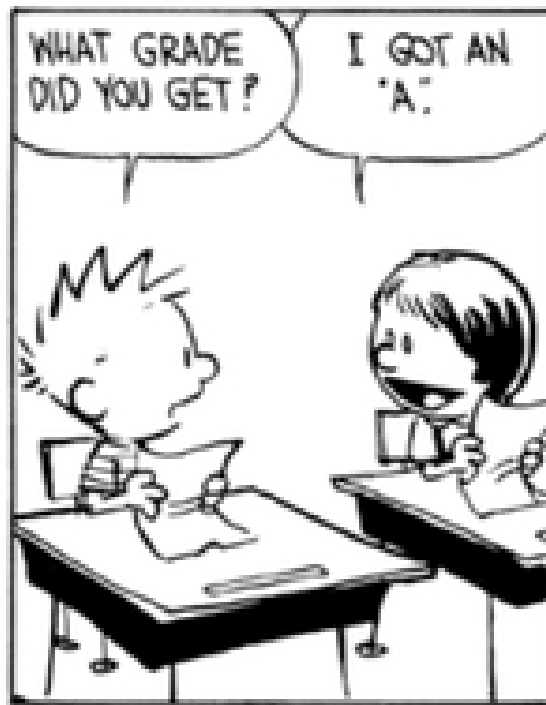
# The Practical Stuff

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“He that is good for making excuses is seldom good for anything else.” — Benjamin Franklin

# Sit down with your treasurer and SPRC

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# Get a system that works for you



# Questions?

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Related to the topic of Accountable Reimbursements

